

**REGULAR MEETING OF THE KIMBERLY WATER COMMISSION**  
**MINUTES**  
**March 12, 2024**

Chairman Johnson called the meeting to order at 11:00 am. Commissioner Stienen, Hanson and Hietpas appeared in person. Also attending the meeting were Administrator Mahoney, Water Superintendent Verstegen, Public Works Director Ulman, and Utility Billing Clerk Firchow.

**Approval of Minutes from the January 9, 2024, Meeting**

Commissioner Stienen moved, Hanson seconded the motion to approve the Water Commission minutes of the January 9, 2024, meeting. The motion carried by unanimous vote of the Commission.

**Unfinished Business**

**Update on Bills and Claims, and Financial Statements questions from the month of November 2023**

Utility Billing Clerk Firchow reported on payments made to two residents from the month of November 2023, reporting that one refund was due to an online duplicate payment and the other refund was due to a credit balance on a closed customer account resulting from a payment made by the LIHWAP program.

**New Business**

**Bills and Claims, and Financial Statements for the month of December 2023 and January 2024**

Commissioner Stienen moved, Hietpas seconded the motion to approve the Bills and Claims, and Financial Statements for the months of December 2023 and January 2024. The motion carried by unanimous vote of the Commission.

**Reports**

**Midwest Contract Operations, Inc.**

Superintendent Verstegen reported that the DNR Sanitary Survey was conducted, meters ordered in March of 2023 have been received, remaining meter orders are anticipated to arrive in June or July, meter changeouts and cross connection surveys have started, and locates are taking up a lot of time due to the large volume requested. The generator has been installed at Tower #1 but will be reset on a concrete base, a gas line installed, and additional landscaping will be added. Superintendent Verstegen also reported communication issues with the Darboy Plant and Fulcer Well, noting that Darboy is correcting the issue on their end and MCO has corrected the issue at the Fulcer Well. Upcoming items reported were softener reports followed by resin purchase, pull Well #2 for maintenance, and hydrant flushing.

**Administrator**

Administrator Mahoney presented the Village of Kimberly Management's Discussion and Analysis For the Year Ended December 31, 2022. Administrator Mahoney reported the

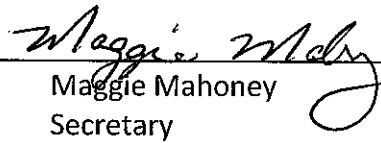
presented pages are from the full Village of Kimberly Audit Report and noted the completion of the Kimberly Avenue Water Main Project had utilized all of the allotted 2022 ARPA funds, the unrestricted amount, found on page 21, reflects the fund balance. Chairman Johnson asked what the minimum balance is, and Administrator Mahoney reported the fund balance minimum is \$350,000.00.

**Public Participation**

None

**Adjournment**

Commissioner Stienen moved, Hanson seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 11:15 am.

  
Maggie Mahoney  
Secretary

Dated March 13, 2024

Drafted by MMF

Approved by Water Commission on 4-9-24